



*For additional information
Or to submit an application
Contact:*

*Human Resources
567 El Camino Real
San Bruno, CA 94066
650-616-7055
Hr@ci.sanbruno.ca.us*

*Final Filing Date: Open Until
Filled*



*The Peninsula City of Choice
Invites You To Apply For*

Police Officer Pre-Trained/Lateral



*Up To: \$78,561/Annually
(Including Incentive Pay)*

The City of San Bruno supports workforce diversity and is an Equal Opportunity Employer (EOE) and as such does not discriminate on the basis of age, race, color, sex, religion, ancestry, physical or mental disability, marital status, sexual orientation, or national origin, in its employment actions, decisions, policies and practices. The City of San Bruno complies with the employment provisions of the Americans with Disabilities Act (ADA). Contact us at (650) 616-7055 to discuss your needs.

THE CITY

The City of San Bruno, population 41,600 is located in San Mateo County, twelve miles south of San Francisco and immediately adjacent to San Francisco International Airport. Located along Highway 101 and Interstate 280, the City enjoys easy access to the vast cultural, educational and recreational opportunities of the San Francisco Bay Area. San Bruno is recognized by its residents as enjoying a small town atmosphere within a large metropolitan area. The GAP corporate headquarters, Golden Gate National Cemetery, National Archives Pacific Sierra Region, Skyline Community College, a downtown area with an international flavor and regional shopping centers all call San Bruno home.

THE POSITION

The person in this position performs a variety of professional law enforcement duties which include police patrol, investigation, traffic regulation, and related law enforcement activities.

THE DEPARTMENT

The San Bruno Police Department, under the direction Chief Lee Violett, is a progressive and cohesive organization dedicated to serving the community. The department has a longstanding tradition of small town service with a big city dedication to public safety. The department employs a Community Oriented Policing and Problem Solving philosophy where members of the organization are encouraged to develop innovative strategies to improve police operations and service to the community. The department also provides a number of specialty assignments including: Bicycle Patrol, Canines, Corporals, D.A.R.E., Detectives, and a Motorcycle Traffic Division. In addition, the department participates in the County's regional Narcotics Task Force and Tactical (SWAT/HNT) Response Team.

The department is moving operations to a new 23,000 sq. ft. facility, set for summer of 2002, and will be conveniently located next to the San Bruno BART station.

Mission Statement:

Every member of the San Bruno Police Department is committed to providing the highest level of police service to our community. We are dedicated to preserving our community's peace while adhering to the highest level of ethical standards and professional conduct. As service providers, we pledge to improve the quality of life for everyone who lives, works, and does business in our community. Being a partner with the community we serve is essential to building trust and mutual respect. These partnerships allow us to understand the community's concerns and enables us to identify and solve problems together.

ESSENTIAL DUTIES

? Work on assigned, rotating shifts, patrolling City streets, parks, commercial and residential areas to preserve the peace.

? Provide traffic control, investigation and first aid at accidents. Detection, investigation and arrest of persons involved in crimes or misconduct.

? Carry out duties in conformance with Federal, State, County and City laws, ordinances and departmental procedures.

? Prevent, detect, and investigate crimes involving misdemeanors, felonies and other law violations.

? Respond to emergency calls and investigate accidents, robberies, civil disturbances, domestic disputes, fights, drunkenness, missing children, prowlers, abuse of drugs, and other criminal activity.

?Takes appropriate law enforcement action; to serve and protect the public, and perform additional duties as required.

? Enforce Federal, State, and local laws and ordinances.

MINIMUM QUALIFICATIONS

Must be at least 21 years at date of hire. Felony convictions and disqualifying criminal history are not allowed; U.S. citizen; Able to read and write the English language; Must pass a police department background investigation, polygraph examination, psychological examination and medical examination.

Education and Experience:

High School graduate or GED. Preference given to those applicants possess a two-year community college degree. Applicants must have successfully completed a California P.O.S.T. Basic Police Academy within the past three years, or posses a P.O.S.T. Basic Certificate.

Knowledge, Skills and Abilities:

- To exercise sound judgment in evaluating situations and making decisions.
- To perform work requiring good physical condition.
- Good customer service.
- Communicate clearly and concisely, both oral and in writing.
- Relate to the public in a professional, tactful and effective manner.
- Establish, maintain, and foster positive Working relationship with those contacted in the course of work.

License:

Ability to possess and maintain a valid driver's license.

DMV Printout:

A current Department of Motor Vehicle (DMV) printout (Dated within last 30 days) is required with application.



SELECTION PROCESS

Candidates **must submit a completed City of San Bruno application, and a copy of a Basic P.O.S.T. or Academy Certificate**. After the initial screening process, a limited number of the most qualified candidates, in relation to the needs of the City, will be invited to participate in our finalist interview evaluation process.



EMPLOYEE BENEFITS

BASE SALARY: \$4,962 - 6,090/Monthly
The City will seriously consider appointment above the mid-range based upon qualifications and experience.

EDUCATIONAL INCENTIVE PAY:

- 1) AA or AS degree - 2%
- 2) P.O.S.T Intermediate Certificate, or AA/AS degree and P.O.S.T. Intermediate Certificate - 3%
- 3) BA or BS degree - 5%
- 4) P.O.S.T Advanced Certificate, or AA /AS degree and P.O.S.T Advanced Certificate - 6%
- 5) BA or BS degree and POST Advanced Certificate - 7.5%

RETIREMENT: 3% @ 50 with both the City and employee making contribution to the Public Employees' Retirement System (PERS). (Employee share is 9%). Employees do not pay Social Security, but do pay 1.45% Medicare coverage.

INSURANCE: The City provides full employee and dependent coverage (including domestic partner) with a choice of medical, dental and vision plans. Life insurance equal to one year's annual salary and Long Term Disability (LTD) coverage is provided at no cost to the employee. Employees must also contribute \$180.16 per month.

LEAVE: Includes 10 - 23 days vacation per year depending on length of service, 12 days annual

OTHER BENEFITS INCLUDE: Employee Home Loan Assistance Program, 2 1/2 % Bilingual Incentive Pay, physical fitness program, Deferred Compensation programs, credit union, tuition reimbursement program, Section 125 Flexible Benefit Plan and direct deposit which is required.

MISSION STATEMENT

The City of San Bruno exists to provide exemplary services for our community that enhance and protect the quality of life.

THE CITY OF SAN BRUNO VALUES

- Integrity
- Protecting guarding and shepherding public resources and interests
- Teamwork
- Exemplary service to the community
- Competent, well-trained employees
- Friendliness and commitment to the community.

NOTE: This job announcement is designed as an informative guide and is subject to change. It does not constitute an expressed or implied contract.



